



Air Force District of Washington Civilian Personnel Newsletter

VERA/VSIP Update

The third round of VERA/VSIP closed on 18 May 2012. Supervisors will be notified this week if any of their employees were approved for VERA/VSIP. Supervisors will also be notified of the employee who will replace their retiring/separating employee, if any. VERA/VSIP applicants were notified of the status of their application on 24 & 25 May.

Asian American and Pacific Islander Heritage Month

May is Asian American and Pacific Islander Heritage Month. In observance of this, President Obama issued a proclamation that states "Generations of Asian Americans and Pacific Islanders (AAPIs) have helped make America what it is today. Their histories recall bitter hardships and proud accomplishments -- from the laborers who connected our coasts one-and-a-half centuries ago, to the patriots who fought overseas while their families were interned at home, from those who endured the harsh conditions of Angel Island, to the innovators and entrepreneurs who are driving our Nation's economic growth in Silicon Valley and beyond. To view the proclamation in its entirety please visit: <http://www.whitehouse.gov/the-press-office/2012/05/01/presidential-proclamation-asian-american-and-pacific-islander-heritage-m>

15 Days to Fill Civilian Vacancies

As of 1 May 2012, Officials now have 15 days to select a qualified candidate for a vacancy instead of 30 days. This change is part of continued efforts to meet a presidential mandate to hire federal employees within 80 days by the end of fiscal year 2012. "We filled more than 6,400 jobs in the second quarter of fiscal year 2012, and our average time to fill those positions was 70 days," said Paula Blackwell, AFPC's civilian force integration production division chief. "We consistently seek innovations in our hiring process and are committed to sustaining this average."

Hiring managers should take an active role at the beginning of the recruitment process to help attract the best qualified candidates to apply for vacant positions. This includes actively communicating their vacancies through public forums such as career fairs and networking events. Doing so will help attract a broader pool of quality candidates and communicate the required skills and experience needed for the position."

To enable hiring officials to take a more active role, Air Force officials have added a hiring manager's resource center to the Air Force Civilian Careers [website](http://www.managers.afciviliancareers.com), which contains information for those interested in Air Force jobs and for current Air Force employees. The new resource center is located at www.managers.afciviliancareers.com.

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Reminders

- For more information on obtaining a Civilian Retirement Card, visit www.dmdc.osd.mil/smartcard
- VERA/VSIP Round III ended on 18 May 2012. Approval notices went out on 24 & 25 May 2012. Retirements for this round will be effective on 31 August 2012.
- For a retirement computation contact the Benefits and Entitlements Service Team (BEST) at 1-800-525-0102.
- Civilian personnel records (education, licenses, awards, training, and languages) may be updated your records through MyBiz (<https://compo.dcpds.cpms.osd.mil/>)
- Employment verifications may also be processed obtained through MyBiz (<https://compo.dcpds.cpms.osd.mil/>)

Ask the CPO



The AFDW/A1C Civilian Personnel Officer (CPO), Mr. Marcus Lea, and the civilian personnel staff are committed to providing you with excellent customer service. We are available to answer questions you may have on a variety of civilian personnel issues to include VERA/VSIP, reassignments, etc. If you have a question for the CPO, please go into the GAL and type "AFDW Ask the CPO" your email will be sent to askthecpo@afncr.af.mil.



Roth Thrift Savings Plan (TSP)

The Thrift Savings Plan Act of 2009 (Public Law 111-31), signed into law on 22 Jun 2009, authorized the Thrift Savings Plan (TSP) to add a Roth feature to the plan. TSP has announced they will begin to accept these contributions beginning 7 May 2012, however; due to system limitations, the Department of Defense (DoD) will be unable to accept these contributions until early summer.

For more information visit <https://www.tsp.gov/whatsnew/roth/index.shtml>

The Treatment of...	Traditional TSP	Roth TSP
Contributions	<i>Pre-tax</i>	<i>After-tax¹</i>
Your Paycheck	<i>Taxes are deferred</i> , so less money is taken out of your paycheck.	<i>Taxes are paid up front</i> , so more money comes out of your paycheck.
Transfers In	<i>Transfers</i> allowed from eligible employer plans and traditional IRAs	<i>Transfers</i> allowed from Roth 401(k)s, Roth 403(b)s, and Roth 457(b)s
Transfers Out	<i>Transfers</i> allowed to eligible employer plans, traditional IRAs, and Roth IRAs ²	<i>Transfers</i> allowed to Roth 401(k)s, Roth 403(b)s, Roth 457(b)s, and Roth IRAs ³
Withdrawals	<i>Taxable</i> when withdrawn	<i>Tax-free</i> earnings if five years have passed since January 1 of the year you made your first Roth contribution, AND you are age 59½ or older, permanently disabled, or deceased

Source: <https://www.tsp.gov/whatsnew/roth/compareRoth.shtml>

My Development Plan (MyDP)

MyDP is the central force development platform for an individual's education, training and experience.

MyDP compiles information from multiple systems, to include Military Personnel Data Systems (MILPDS), Defense Civilian Personnel Data System (DCPDS), and Advance Distributed Learning Service (ADLS), and displays relevant force development data in easy-to-read reports.

This site is your hub for managing your career development. You can use it to access a wealth of Air Force level and career field specific information.

Features:

- Select a Mentor
- View Civilian Career Path
- Training
- Force Development Guidance
- Career Field Forums
- Personal Records

MyDP can be accessed through AFPC Secure:

https://gum-crm.csd.disa.mil/app/answers/detail/a_id/19032

Weingarten Rights

Weingarten Rights in *National Labor Relations Board (NLRB) v. Weingarten, Inc.*, the U.S. Supreme Court held that an employee has the right under the National Labor Relations Act (NLRA) to union representation at an investigatory interview which an employee reasonably believes may result in disciplinary action.

NLRB v. J. Weingarten, Inc., 420 U.S. 251(1975). The rights announced by the Court have become known as Weingarten Rights.

An investigatory interview occurs when a supervisor questions an employee to obtain information which could be used as a basis for discipline or asks an employee to defend his or her conduct. At any time an employee has a reasonable basis to believe that an examination in connection with an investigation may lead to disciplinary action against them, they may request Union representation. No further discussion will take place until the Union representative is provided the opportunity to be present. However, the unavailability of a Union representative will not cause the interview to be delayed for more than 24 hours.

Formal Discussions

Formal Discussions (Only Relates to Employees Covered by the Bargaining Unit)

There are two important characteristics that distinguish which meetings a union must be provided an opportunity to attend (for representational purposes) as distinguished from other management-employee discussions. They are:

- (1) who will be at the meeting, and
- (2) the subject of the discussions

Who will be at the meeting: A formal discussion requires that the meeting include:

- One or more representatives of the agency (e.g., supervisors, management officials, personnelists, or attorneys);
- And, one or more employees in the bargaining unit or their representative(s).

The subject of the meeting: A meeting does not become a formal discussion unless the subject of the discussion is concerned with: (1) a grievance, (2) working conditions, or (3) a possible disciplinary action.

- (1) Grievances: A discussion between the parties concerning any grievance presented under a negotiated grievance procedure.
- (2) Working Conditions: Specifically, discussions on changing any of the following matters will meet the subject test of a formal discussion: personnel policies, personnel practices, other general conditions of employment, i.e. workplace moves, equipment or software application changes, work schedules, etc.
- (3) Investigations/Adverse Actions: A discussion between the described parties concerning any investigation into possible misconduct and any discussion concerning any adverse action relating to non-performance or misconduct.

Pre-Retirement Videos

Did you miss the pre-retirement briefings? No worries! You can watch the entire briefing by clicking on the following link: <http://www.afdw.af.mil/news/video/index.asp?cid=621>

The videos are divided into eight, twenty minute segments. Start with the segment labeled "Retirement"

AFDW E-Bulletin

AFDW has electronic bulletin boards where you can find information on a variety of useful topics. Information is categorized into 5 bulletin boards: Command Staff, Personnel, Safety, Security Management, EO, IG, and IGI.

Examples of information found on the bulletin boards are: policy letters, voting, rights under USERRA, AFDW Local 1401 staff and contact information, fire evacuation plans, policy letters, Emergency Management Newsletter and Equal Opportunity information.

To view the electronic bulletin, please visit:

https://afdw.af.mil/org/AFDW_CC/EBulletin%20Boards/Command%20Staff%20E-Bulletin%20Board.aspx